



Audio Visual Requirements for a Successful Passion Talks

Thank you very much for booking the Passion Talks for your event. This technical rider will ensure you get the maximum impact from the keynote, you have only one-time opportunity to make a lasting impression.

We have provided several options that fit all audience numbers & even budgets so you do not have to make any extra financial investments. However it is important that your events & A/V team follow these guidelines and reach out to us if anything is not clear, we are here to help

Please ensure the setup is ready 60 minutes prior to doors open so the speaker has time to setup and test.

Document contents:

- A- Computer placement
- B- Source of presentation & connections
- C- Sound
- D- Other requirements

A- Computer placement

A-1: Simple option - Laptop on stage

- Laptop to be needs to be positioned **in front line of the stage** (either center or corners)
- If you follow this option please **DO NOT put laptop on the podium**, moustafa does NOT use a podium. He needs to see his laptop screen while walking around the stage as the screen is used to see NEXT SLIDE.
- The front of laptop / table can be covered with branding or decoration if you wish

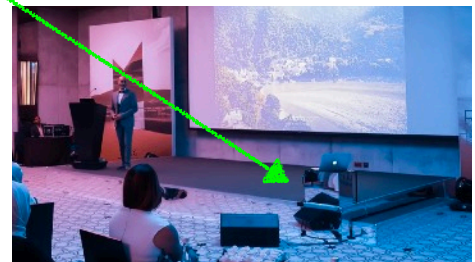
Please note examples below



Centre with branding on table



Centre on coffee table



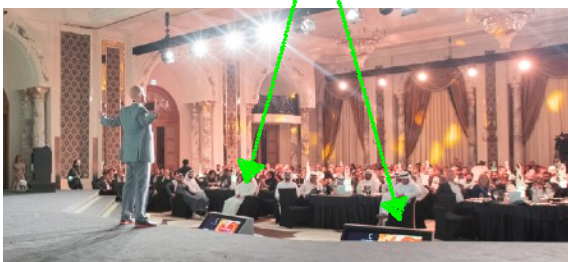
Corner with decorative table

A-2: Advances option -Laptop at the control desk.

- If you have only one comfort screen, the screen needs to have **presenter view** (showing both current and next slides)
- If you have two comfort screens, then you can use one screen for current slide and another screen for current slide
- In either options please note Moustafa needs to **see NEXT SLIDE, (NOT current slide)** so do not mirror what is being projected on the main screen.

Please note examples below

Comfort screens



Presenter view



You can what's app / call Moustafa on +971 50 5583550 or email pa@moustafa.com if you require any clarifications.



B- Source of presentation & connections

- **Source:** Moustafa will run the presentation from his Apple Mac Book Pro
- **Proportion:** Presentation will run (16:9) 1920x1080
- **Projector:** Ideally the projector should be able to show 1800-5000 lumens or more
- **Clicker:** we will bring our own
- **Connections:** regardless of which laptop placement options you will follow, the audio and video connections below are required
 - Video: You can connect HDMI directly to the laptop (We have a DVI adaptor in case you are using VGA connection)
 - Audio: if the HDMI is not taking in the sound then we require a 3.5mm (1/8") plug for audio to run out of the laptop
 - Power: please provide a power socket within 1.5m from where the laptop will be placed

C- Sound

C-1: Microphone

- Must be either **headset or lapel**
- Please note Moustafa does **NOT use handheld** microphone for his keynote
- Please make sure the microphone has **brand new batteries** when its given to Moustafa



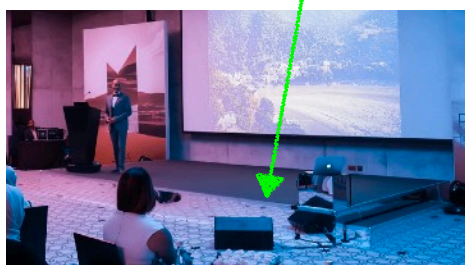
C-2: Monitor speaker Depending on the size of audience & venue then monitor speakers will be needed:

- Small production: 10 to 90 pax within a theatre style seating —> No monitor speakers needed
- Medium production: 100 to 300 pax in mid/large size venue —> 1 monitor speaker needed
- Large scale production —> 2 monitor speakers needed

small setup with 1 monitor speaker

Please note examples below

big setup with 2 monitor speakers



D- Other requirements

- Please place 2 small room-temperature water bottles in reach of Moustafa, either by his laptop or by the podium
- Filming & photography:
 - Please inform us in advance if you will be video filming the talk so we can brief the video team
 - Please note the client has the right to use excerpts from the talk, If you need to use the full recording the talk please please discuss in advance to gain written permission.